

MINUTES
RENN ROAD MUNICIPAL UTILITY DISTRICT
OF HARRIS AND FORT BEND COUNTIES, TEXAS

June 3, 2022

The Board of Directors (the "Board") of Renn Road Municipal Utility District of Harris and Fort Bend Counties, Texas (the "District"), met in regular session, open to the public, on the 3rd day of June, 2022, at the offices of Vogler & Spencer Engineering, Inc., 777 North Eldridge Parkway, Suite 500, Conference Room A, Houston, Texas 77079, outside the boundaries of the District, and the roll was called of the members of the Board:

Russell G. Cook	President
Kathleen Farris	Vice President
Mario Peralta	Secretary
Bertha ("Candy") Fair	Assistant Vice President
Victoria D. Estick	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the meeting were Christie Leighton of Best Trash, LLC; Andrew Dunn and Matthew Dunn of On-Site Protection Inc.; Elizabeth Harris and Doug Owen of Environmental Allies; Brittni Silva of Myrtle Cruz, Inc. ("MCI"); Robin Goin of Bob Leared Interests ("BLI"); Missy Steadman of Inframark, LLC ("Inframark"); Ryan Vogler of Vogler & Spencer Engineering, Inc. ("V&S"); Carl Peters of Kingsbridge Municipal Utility District; Moni Mansour, a resident of the District; and Brooke Milbauer and Kathryn Easey of Allen Boone Humphries Robinson, LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the May 6, 2022, meeting. Following review and discussion, Director Fair moved to approve the minutes of the May 6, 2022, meeting, as submitted. Director Estick seconded the motion, which passed unanimously.

CERTIFICATE OF ELECTION

The Board considered approving a Certificate of Election, reflecting the election of Kathleen Farris and Victoria D. Estick to the Board of Directors of the District each for a four-year term. After review and discussion, Director Farris moved to approve the Certificate of Election and the distribution of same to Directors Farris and Estick, and direct that the Certificate of Election be filed appropriately and retained in the District's official records. Director Cook seconded the motion, which passed unanimously.

DIRECTORS' SWORN STATEMENTS AND OATHS OF OFFICE

Ms. Milbauer reviewed the Sworn Statements and Oaths of Office for Directors Farris and Estick. After review and discussion, Director Farris moved that the Board approve the Sworn Statements and Oaths of Office and direct that the documents be filed appropriately and retained in the District's official records, and that the Oaths of Office be filed with the Secretary of State, as required by law. Director Cook seconded the motion, which passed unanimously.

REORGANIZE THE BOARD

The Board considered reorganizing the Board of Directors. Following discussion, Director Farris moved to reorganize the Board as follows:

Kathleen Farris	President
Bertha ("Candy") Fair	Vice President
Russell G. Cook	Secretary
Mario Peralta	Assistant Secretary
Victoria D. Estick	Assistant Vice President

Director Cook seconded the motion, which passed unanimously.

DISTRICT REGISTRATION FORM

The Board then considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting the terms of the newly elected directors and the reorganization of the Board. Following review and discussion, Director Farris moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Cook seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There was no discussion on this agenda item.

DISCUSSION OF PUBLIC COMMENTS

The Board discussed moving public comments to the end of the agenda. The Board took no action on this agenda item.

GARBAGE COLLECTION AND RECYCLING MATTERS

Ms. Leighton reviewed a report regarding garbage and recycling collection in the District, a copy of which is attached. She then reviewed a change to decrease the fuel

recovery fee to equal 0.5% per every \$0.25 that the Monthly Average Fuel Price is over \$3.25 per gallon.

SECURITY AND PATROL MATTERS

Mr. Matthew Dunn presented and reviewed a report regarding security in the District, a copy of which is attached. The Board reviewed and discussed the Area Crime Maps for the District and surrounding areas, copies of which are attached to the security report. Mr. Andrew Dunn stated twenty percent more patrol time will be added during the summer months. The Board discussed methods for informing residents of the new security patrol, including using text and email alerts, posting signage, and communicating with neighborhood homeowner associations.

MOWING AND DETENTION POND MAINTENANCE

Ms. Harris presented and reviewed a mowing and detention pond maintenance report, a copy of which is attached. Ms. Harris updated the Board on the removal of homeowner debris deposited in the drainage channel behind their property. Discussion ensued regarding backcharging the homeowners for the debris removal.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Silva presented and reviewed the bookkeeper's report, including the District's monthly bills, for the Board's consideration. A copy of the bookkeeper's report, including a list of the bills approved for payment, is attached. She reviewed the District's updated year-to-date budget comparison, investment report, pledged securities report, report on the sewage treatment plant general operating account, and a year-to-date budget for the sewage treatment plant.

Ms. Silva stated the District was getting charged sales tax on energy services invoices. She confirmed the District has received a credit for all sales tax charges.

Following review and discussion, Director Peralta moved to approve the bookkeeper's report and the bills presented for payment. Director Cook seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Goin presented and reviewed with the Board the monthly tax assessor/collector's report, a copy of which is attached, including a list of the checks presented for payment and the list of top delinquent tax accounts. She stated 96.8% of the District's 2021 taxes have been collected as of May 31, 2022.

Ms. Goin reported that the 2022 preliminary assessed value for the District is \$331,671,970.

Following review and discussion, Director Estick moved to approve the tax assessor/collector's report and payment of tax bills. Director Cook seconded the motion, which passed unanimously.

AMENDMENT TO AGREEMENT FOR SERVICES OF TAX ASSESSOR AND COLLECTOR

Ms. Goin presented and reviewed a proposed Fifth Amendment to Agreement for Services of Tax Assessor and Collector (the "Amendment") between BLI and the District. Following review and discussion, Director Estick moved to approve the Amendment and direct that the Amendment be filed appropriately and retained in the District's official records. Director Cook seconded the motion, which passed unanimously.

AUTHORIZE DELINQUENT TAX ATTORNEY TO PROCEED WITH COLLECTIONS

The Board discussed authorizing the District's delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, LLP, to proceed with collection of delinquent taxes as of July 1, 2022. After review and discussion, Director Estick moved to authorize the delinquent tax attorney to proceed with the collection of delinquent taxes as of July 1, 2022. Director Cook seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES

Ms. Steadman presented and reviewed with the Board the monthly operator's report, a copy of which is attached. She updated the Board on inspections, repairs, and maintenance items performed in the District. She stated that the District currently has 1,482 water connections and the percentage of water billed versus water produced for the previous billing cycle was 91.47%.

Ms. Steadman updated the Board on the status of the ground storage tank rehabilitation project.

Ms. Steadman updated the Board on the status of the gear box and Lift Pump No. 4 repairs at the Wastewater Treatment Plant.

Ms. Steadman updated the Board on the status of fence repairs at the Water Plant following the car accident. She stated the insurance claim was denied because the person driving the vehicle was an excluded driver on the insurance policy. Discussion ensued and the Board requested that Ms. Steadman appeal the insurance company's decision and provide an update at the next meeting.

Ms. Steadman reviewed a proposal from Inframark in the amount of \$4,000.00 to purchase and install an air conditioner for the Blower No. 5 Controller Panel at the Wastewater Treatment Plant. She stated the air conditioner will be purchased from

Butler & Land Technologies, LLC for a cost of \$2,857.60, which is included in the proposal.

Ms. Steadman reviewed two delinquent accounts totaling \$709.15 deemed uncollectible by the operator, and recommended the accounts be submitted to the collection agency.

Ms. Steadman then presented a list of delinquent customers and reported that the customers on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Ms. Steadman noted that the accounts in question had neither contacted her office nor had appeared at the Board meeting concerning their bills. Ms. Steadman reported the customer with a balance due of \$1,140.86 has been on a payment plan and making regular payments, but has recently defaulted on the payment arrangements. Ms. Steadman requested guidance from the Board regarding whether to terminate utility service to this account or continue working with the customer.

Following review and discussion, Director Cook moved to (1) approve the operator's report; (2) approve the proposal from Inframark in the amount of \$4,000.00 to purchase and install an air conditioner for the Blower No. 5 Controller Panel at the Wastewater Treatment Plant; (3) authorize Inframark to turn over to collections the accounts totaling \$709.15; (4) authorize Inframark to continue to work with the customer on a payment plan as discussed; and (5) authorize termination of utility service to said delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Estick seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Vogler presented and reviewed an engineer's report, a copy of which is attached.

Mr. Vogler stated that West Harris County Regional Water Authority is negotiating the engineering fees to move forward with bringing surface water to the District.

Mr. Vogler stated that bids were received for construction of the Wastewater Treatment Plant Clarifier Rehabilitation project. He recommended that the Board award the contract to N&S Construction, LP ("N&S") in the amount of \$1,885,500.00. The Board concurred that, in its judgment, N&S is a responsible bidder who will be

most advantageous to the District and will result in the best and most economical completion of the project. Mr. Vogler stated all agency approvals have been received. Discussion ensued regarding cost sharing of the project with Kingsbridge Municipal Utility District, and the use of bond and surplus funds for the District's portion of the project.

Mr. Vogler updated the Board on the status of the construction project on Old Richmond Road from Belknap Road to Sugarland Howell.

Mr. Vogler updated the Board on the status of the Harmony School public utility extension project. He stated V&S and Harmony School are currently awaiting Fort Bend County's approval of the plans. He stated construction of the waterline connection to serve the Harmony School tract is underway.

Mr. Vogler updated the Board on the status of the Water Plant Recoating project.

The Board then discussed a resident's request for streetlights to be installed along Old Richmond Road to Belknap Road.

Following review and discussion, Director Peralta moved to (1) approve the engineer's report; and (2) award the contract for construction of the Wastewater Treatment Plant Clarifier Rehabilitation project to N&S in the amount of \$1,885,500.00, based upon the engineer's recommendation and subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by the contractor. Director Estick seconded the motion, which passed unanimously.

ANNEXATION MATTERS

There was no discussion on this agenda item.

STORM WATER MANAGEMENT PLAN

There was no discussion on this agenda item.

CYBERSECURITY MATTERS

Ms. Milbauer discussed with the Board the increased risk of cybersecurity attacks on water and wastewater utilities, including attacks from foreign countries. She reported there has been an increase in fraudulent banking activities, including check washing and request for payments via wire transfer from entities impersonating legitimate district vendors.

Ms. Silva discussed cybersecurity measures taken by the District's bookkeeper to detect and prevent fraudulent activity against the District's accounts. She stated MCI carries cybersecurity insurance coverage.

Ms. Steadman discussed cybersecurity measures taken by the District's operator to safeguard customer information, security protocols for smart meters, and on-line payment processing. She stated Inframark carries cybersecurity insurance coverage.

KINGSBRIDGE MUNICIPAL UTILITY DISTRICT, WEST KEEGANS, WEST HARRIS COUNTY REGIONAL WATER AUTHORITY, AND REGIONAL MUNICIPAL MEETING MATTERS

There was no discussion on this agenda item.

DISCUSS REGULAR MEETING DATE AND TIME

The Board concurred to hold the next Board meeting at the offices of V&S on Friday, July 1, 2022, at 11:30 a.m.

There being no further business to come before the Board, the meeting was adjourned.


Secretary, Board of Directors

(SEAL)



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